

ANNUAL MEETING OF THE MOWER COUNTY BOARD OF COMMISSIONERS

January 6, 2026

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met for its Annual Meeting on January 6, 2026 at 1:00 p.m. at the Government Center, 201 1st Street NE, in Austin, Minnesota.

All members present, viz: Chair Dan Sparks, Vice-Chair Mike Ankeny, Jerry Reinartz, John Mueller and Polly Glynn. Also in attendance were County Administrator/Clerk Matthew Verdick and County Attorney Kristen Nelsen

The meeting was opened with the Pledge of Allegiance.

County Administrator/Board Clerk Matthew Verdick called for nominations for Chair. Commissioner Glynn nominated Commissioner Sparks for chair. Nomination seconded by Commissioner Mueller. The Administrator/Clerk called for further nominations two additional times. Hearing no further nominations a unanimous vote was taken designating Commissioner Sparks as the Board Chair.

Chair Sparks called for nominations for Vice-Chair. Commissioner Glynn nominated Commissioner Ankeny for Vice-Chair. Nomination seconded by Commissioner Mueller. The Chair called for further nominations two additional times. Hearing no further nominations a unanimous vote was taken designating Commissioner Ankeny as the Board Vice-Chair.

The Board discussed the proposed Committee Appointments and some additional changes were made.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny, to accept the 2026 Committee Assignments (including all Association of Minnesota Counties Policy Committee Assignments) as designated by the chair with the discussed modifications are as follows:

<u>Committee</u>	<u>Commissioner(s)</u>
Building Operations Committee	Ankeny / Mueller
Emergency Operations (<i>as needed</i>)	Chair
Finance & Audit	Sparks / Mueller
Land Use Committee	Reinartz / Sparks
Personnel	Ankeny / Glynn
Planning Commission	Mueller / Sparks
Safety Committee	Glynn
Solid Waste	Ankeny / Mueller
Wellness Committee	Glynn
Austin Library Board (ex-officio)	Sparks

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Committee	Commissioner(s)
Austin Mower County Homeownership Fund Board	Reinartz / Ankeny
City/County Joint Meeting (quarterly meeting)	Sparks / Glynn (alt)
Community Health Services Advisory Committee	Reinartz / Sparks (alt)
County Extension	Ankeny / Mueller
Fair Board (no vote)	Mueller / Ankeny (alt)
Historical Society	Reinartz
Impact Austin Committee	Sparks
Law Enforcement Center (LEC) - Joint Budget Review Committee (related to LEC operations)	Sparks / Ankeny (alt)
Law Library	Glynn
Minnesota Rural Counties (MRC)	Sparks
Mower County Collaborative / Family Connections	Sparks / Reinartz
Mower County Senior Center	Reinartz
One Watershed / One Plan – Cedar River & Root River	Glynn
Rural Minnesota Energy Board	Sparks / Mueller (alt)
School/City/County Joint Meeting	All
SCHSAC Statewide Community Health Services Advisory Committee (ex-officio)	Reinartz / Sparks (alt)
SE MN Emergency Communications Joint Powers Board	Mueller / Ankeny (alt)
SE MN Emergency Medical Services Joint Powers Board (SE EMS)	Mueller / Glynn (alt)
SEMCAC Southeast Minnesota Citizens Action Council, Inc.	Glynn
SEMREX Joint Powers Board	Ankeny / Mueller (alt)
Siebel Visitation Center Advisory Board	Mueller
SMART Southern Mn Assn of Regional Trail Advisory Committee	Glynn / Sparks (alt)
Soil and Water Conservation Board (ex-officio)	Glynn
Work Force Development Joint Powers Board	Sparks

Assoc. of MN Counties -- Policy Committees					
Environmental & Natural Resources	Public Safety	General Government	Health & Human Services	Transportation & Infrastructure	Economic Dev., Workforce & Housing Policy Subcommittee
Ankeny	Mueller	Verdick	Glynn	Sheedy	Swenson

Motion carried unanimously. The information is also available on the Mower County website or at the offices of County Administration.

<https://www.co.mower.mn.us/DocumentCenter/View/5033/2026-Committee-Appointments>

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the agenda changing the order of General Business/Annual Meeting for the Finance Director to present all finance related items sequentially and to add 1) Discussion regarding administrative procurement coordinator #14. Motion carried unanimously.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to approve the consent agenda as presented:

1. Acknowledge the Receipt of Electronic Fund Transfer Payment Reports

Motion carried unanimously.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the following Commissioner warrants for payment:

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Association Of Minnesota Counties	33,014.00	Metro Sales, Inc	2,123.86
Austin Automotive LLC	3,027.76	Minnesota Counties Computer Cooperative	12,462.16
Baudoin Oil Company	5,178.90	Minnesota Counties Intergov'tal Trust	930,278.00
Etterman Enterprises	5,555.19	Paape Distributing Co.	2,530.00
Express Pressure Washers, Inc.	2,998.00	Rohl Electric and Services LLC	7,250.00
Little Falls Machine, Inc.	5,950.44	Ulven Outdoor Power, LLC	2,757.55
Merit Contracting Inc	2,505.00	32 Payments less than 2000	16,083.20
		Final Total:	1,031,714.06

Motion carried unanimously.

Date: January 6, 2026

Res. #01-26

RESOLUTION

On motion of Commissioner Mueller, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held January 6, 2026 at the Government Center, Austin, Minnesota.

BE IT RESOLVED That the County Auditor-Treasurer be allowed to pay various incidental expenses, refunds, state agency payments, tax apportionments; M.S. Chapter 375.34 Memorial Day Appropriations and Board approved appropriations. Items paid by auditor warrant include: monthly recurring building services expenses (garbage, pest control, utilities, elevator, cleaning services, etc.); telephone; internet; court required payments; MN DHS state payments; M.S. Chapter 375.35 Military Service Organization Memorial Day exercise expense reimbursements; requests by a Judge for immediate payment; postage; license fees; tax overpayments; employee benefits; payroll deductions; credit card payments; check reissues; refunds to citizens for fees paid in error; committee per diem payments.

BE IT FURTHER RESOLVED, that the County Auditor-Treasurer be allowed to pay the partial contract payments and claims for payment from foster care, guardianship and placement care providers. An auditor warrant may be issued provided a signed legal contract is on file, the department head supervising the contract has approved the payment for work completed and that the payment is not a final payment on a contract.

BE IT FURTHER RESOLVED, that the County Administrator be allowed to approve payment via auditor warrant up to \$50,000 for emergency items, legal settlements, and disaster recovery items;

BE IT FURTHER RESOLVED, that the auditor warrant file and electronic fund transfer payments be available for inspection on a monthly basis in the Finance office.

Passed and approved this 6th day of January, 2026.

Date: January 6, 2026

Res. #02-26

RESOLUTION

On motion of Commissioner Ankeny, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held January 6, 2026 at the Government Center, Austin, Minnesota.

WHEREAS, Mower County receives and disburses public funds and shall deposit such funds in a commercial bank, savings association, trust company, credit union or other financial institution as defined by law in Minnesota Statutes 118A.01;

WHEREAS, Mower County will designate as a depository of its funds one or more financial institutions per MS 118A.02;

WHEREAS, the following financial institutions are designated depositories for 2026:

First Farmers & Merchants Bank
US Bank
Alerus Financial Corporation
Mower County Employees Credit Union
Minnesota Association of Government Investing for Counties /PFM Asset Management LLC
UBS
Moreton Capital Markets LLC

BE IT RESOLVED THAT, the Mower County Board of Commissioners adopt and designate the listed financial institutions in this resolution as depositories of public funds for the year 2026.

Passed and approved this 6th day of January, 2026.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to approve the annual Electronic Funds Transfer Policy for 2026 effective 1/1/2026. Policy on file in the office of County Administration. Motion carried unanimously.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to set the 2026 meal reimbursement rates with no change from the 2025 set rates:

Breakfast	Lunch	Dinner
\$15	\$20	\$30

Motion carried unanimously.

Date: January 6, 2026

Res. #03-26

RESOLUTION

On motion of Commissioner Ankeny, seconded by Commissioner Mueller, the following Resolution was passed and adopted by the Mower County Board of

Commissioners at a meeting held January 6, 2026 at the Government Center, Austin, Minnesota.

WHEREAS, Minnesota Statute 375.162 allows for imprest cash funds and Minnesota Statute 375.45 allows for change funds, and,

WHEREAS, the Mower County Finance Director has reviewed all departmental needs and requests for said funds and found them valid,

THEREFORE BE IT RESOLVED that the following departmental change and imprest funds be established or re-established effective January 6, 2026:

Change Funds

Treasurer	\$ 1,000.00
Recorder	100.00
Jail/Records	100.00
Health & Human Services	100.00
Public Works	100.00
Recycling	100.00

Petty Cash Funds

Health & Human Services	\$ 300.00
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BE IT FURTHER RESOLVED that all previous approvals for change or petty cash funds be repealed and replaced with the amounts in this resolution.

Passed and approved this 6th day of January, 2026.

Date: January 6, 2026

Res. #04-26

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held January 6, 2026 at the Government Center, Austin, Minnesota.

BE IT RESOLVED, that the County Auditor-Treasurer be authorized to make the following expenditures from the County General Revenue Funds. Payment in full to be made for all appropriations under \$5,000.00. All appropriations over \$5,000.00 to be disbursed quarterly.

SEMCAC	\$6,000.00
Senior Citizen Appropriations:	
Mower County Senior Citizens	
Building	\$40,000

Operations \$16,000	56,000.00
Total Senior Citizen Appropriations	56,000.00
Mower County Senior Citizens -- Chore	36,000.00
Mower County Soil & Water	175,000.00
Historical Society	68,200.00
SEMN Initiative Fund	1,500.00
SE MN EMS	5,000.00
Mower County Ag Society – Service Contract	45,000.00

Passed and approved this 6th day of January, 2026.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to allocate the fairgrounds minor repair fund as follows for 2026 and to authorize full distribution of the 2026 amounts.

Ag Society	\$ 15,000
Historical Society	<u>10,500</u>
TOTAL	\$25,500

Motion carried unanimously.

Date: January 6, 2026

Res. #05-26

RESOLUTION

On motion of Commissioner Mueller, seconded by Commissioner Glynn, the following Resolution was unanimously passed and adopted at a meeting held January 6, 2026 at the Government Center in Austin, Minnesota.

BE IT RESOLVED, by the Board of County Commissioners of Mower County, Minnesota to appoint the following persons as Mower County Delegates to the Association of Minnesota Counties for 2026: Commissioner Jerry Reinartz, Commissioner Polly Glynn, Commissioner John Mueller, Commissioner Dan Sparks, Commissioner Mike Ankeny, County Administrator Matthew Verdick, Deputy County Administrator Valerie Sheedy, and Finance Director Loni Swenson.

Passed and approved this 6th day of January, 2026.

Date: January 6, 2026

Res. #06-26

RESOLUTION

On motion of Commissioner Mueller, seconded by Commissioner Reinartz, the following Resolution was unanimously passed and adopted by the Mower County Board of Commissioners at a meeting held January 6, 2026 at the Government Center, Austin, Minnesota.

WHEREAS Minnesota Statutes 375.12 requires board meeting proceedings be published in a qualified newspaper of general circulation in the county; and

WHEREAS Minnesota Statutes 331A.01 requires counties publish every notice required or authorized by law or by order of a court in a qualified newspaper; and

WHEREAS Minnesota Statutes 375.12 requires that counties call for bids and award a contract to the lowest qualified bidder, at the first regular session of the board in January each year; and

WHEREAS Mower County has called for quotes for the 2026 qualified legal newspaper.

BE IT RESOLVED, that the "*Austin Daily Herald*," a bi-weekly newspaper, be awarded as the official county newspaper with a quote of \$5.64 per column inch and an average general printed circulation of approximately 2,300 in which the notice and list of real estate remaining delinquent on the first business day in January 2026, the 2025 Financial Statement, the proceedings of the County Board of said County for the year 2026 and all other official notices shall be published.

BE IT FURTHER RESOLVED, that the "*Mower County Independent*," a weekly newspaper, be awarded as the secondary county newspaper with a quote of \$5.00 per column inch and a general circulation of approximately 1,450.

BE IT FURTHER RESOLVED that the Board has determined it to be in the best interest of the constituents of Mower County and has directed that the publication of the proceedings of the County Board of said County for the year 2026 including the annual meeting, the County Board of Equalization, the 2025 Financial Statement, and all other official notices shall also be published in the secondary county newspaper, the *Mower County Independent*.

Passed and approved this 6th day of January, 2026.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to set the County Board of Appeal and Equalization meeting for June 16, 2026 at 6:30 p.m. in the County Board Room. Motion carried unanimously.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the 2026 Board meeting schedule with a scheduled full board work session on the first Tuesday of the month at 1:00 p.m. and regular business meetings on the second and fourth Tuesdays of the month at 9:00 a.m. all subject to change to accommodate holidays, other conflicts or to ensure a quorum. (*December meetings differ from the normal schedule.*) Motion carried unanimously. The 2026 Board Meeting Calendar that reflects the Board meeting dates and Association of Minnesota meetings can be found on the county website or a copy can be obtained from County Administration.

Under Miscellaneous Correspondence the County had received a notice from Nicollet County that their County will withdraw from the Rural MN Energy Board Joint Powers Agreement effective July 1, 2026. Following discussion the County Board instructed staff

to start the steps necessary for Mower County to also withdraw from the Rural MN Energy Board Joint Powers Agreement.

The Board held an extensive discussion on a proposed new administrative procurement/coordinator position intended to centralize contract management, purchasing, software tracking, bill processing, and related administrative functions across IT, Facilities, Human Resources, and Finance, with no net FTE increase and a neutral budget impact. Supporters emphasized the need to reduce workload pressures, improve GASB compliance, streamline software and subscription oversight, provide backup for existing staff, and ensure consistent contract language and tracking. Questions were raised regarding job duties, reporting structure, contract negotiation authority and overlap with department responsibilities. The Board requested further review of the position description with department head input to refine the job description and clarify responsibilities before bringing back to the Board for possible approval.

Under Committee Reports Commissioner Ankeny reported he attended a personnel committee meeting earlier today (1/6). Commissioner Reinartz had nothing to report. Commissioner Mueller reported that he attended planning commission on 1/5. Commissioner Glynn reported that she attended a personnel committee meeting earlier today (1/6). Commissioner Sparks had nothing to report.

The Chair adjourned the meeting at 2:14 p.m. The next meeting is scheduled for January 13, 2026 at 9:00 a.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: DAN SPARKS
Chairperson

Attest:
By: [Signature]
Clerk/Administrator